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Necessary Technical Skills for the Future Educators

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Introduction

21st century is the century of technology. We all are bounded by it. Not a single field is remained untouched by technology, so does our education field. We cannot imagine the future classroom without technology. The way modern education system is getting smarter; we have to update ourselves with new technology. Technology has given a magic touch to education. In upcoming time our classroom will be free from 'Four Walls Boundary', as technology already entered in it.

Here I want to discuss about some basic and important technical skills for future educators.

Modern classroom - Smart classroom

Smart class is an advanced technology implementation for schools, which provides tools and other contents for the students' learning using latest media presentations. These classrooms are also called digital or new media classrooms.

Smart classes use all interactive modules like videos and presentations and these visually attractive methods of teaching becomes appealing to students who are already struggling with the traditional method of teaching in a classroom. In fact, smart classes are almost like watching movies as sometimes, animated visuals are used to teach a point. This kind of visual is both eye-catching and young students can easily relate with them. This is because the audio-visual senses of students are targeted and it helps the students store the information fast and more effectively. And then, there is the advantage of utilizing much of the time wasted earlier in drawing or preparing diagrams on board. Smart boards have all these information in memory and can be presented during the time of class lectures and thus, the time saved can be used in more important things.



Necessary technical skills for the future educators

1. Computer – laptop

Teacher should have basic knowledge of how to operate computer or laptop because in upcoming time it will be difficult to imagine the classroom without computer or laptop.

2. Smart board and projector

The concept of smart classroom is developing rapidly day by day. The very basic requirement for smart classroom is smart board and projector so the teachers must know how to operate a smart board and projector including digital pen, speakers and other audio-visual aids.

3. Productivity Apps

Word Processing, Spreadsheets, Presentation Tools, Note taking and organization apps– educators need to know how to create, edit, and modify documents, presentations, and spreadsheets. They need to know how to use different productivity tools as an educator and how to show students how to use them. We still use MS Office for the most part, but iWorks, OpenOffice, LibreOffice and Google docs are all getting more popular. Teachers should also know how to use things like digital calendars, to-do lists, note taking apps, and more to get organized and get digital.

4. Internet Search and Research

Educators need to know how to do a proper internet search, using search terms and modifiers. This skill is needed for school, work and life in general. They also need to be able to teach proper internet search skills to their students, no matter what class they are teaching. They must be able to search about their subject or related topic. They need to know where to



find scholarly and peer-reviewed materials to use.

5. Downloading Software from the Web, including e-Books

All educators should be able to download the useful and educational software and various useful e-books from the web.

6. Use of websites

The teachers must know about the various useful websites for educational stuff, educational research and other references. They should update themselves with latest educational websites.

Here it is some examples of useful educational websites:

- Stack Exchange
- Wolfram Alpha
- StudentRate
- Sleepyti.me
- Habitica
- Todoist
- Google Calendar
- Dropbox
- Lynda
- Mint
- Rate My Professors



- Coggle
- Written Kitten
- Cheatography
- Bibme
- Ankiweb
- Instructables

7. Computer Related Storage Devices Knowledge

Educators should understand and know how to use the following data storage devices: disks, CDs, USB drives, zip disks & DVDs.

8. E-Mail Management Skills

Educators should be able to use e-mail to communicate and be able to send attachments and create e-mail folders.

9. Development of e-content and e-test

With the help of basic knowledge of computer and internet teachers should be able to create their own e-content and e-tests when it's needed.

10. Cyber security

Cyber security is the body of technologies, processes and practices designed to protect networks, computers, programs and data from attack, damage or unauthorized access. In a computing context, security includes both cyber security and physical security.



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Major areas covered in cyber security are:

Application security, Information security, Disaster recovery and **Network** security.

Conclusion

In this way we can be able to use technology smartly with the help of above basic technical skills. We can make the use of technology more appropriate for our educational purpose by updating ourselves with smart-digital technology. All the skills mentioned above are the compulsory need of future educators.